

**KEEGO HARBOR PARKS AND RECREATION COMMISSION
MEETING MINUTES
Wednesday, May 11th, 2022**

CALL TO ORDER: Chairperson Sonnevile-Douglass called the meeting to order at 7:01

Present: Chairperson Kirsten Sonnevile-Douglass, Treasurer Leslie Clark, Secretary Robin LaFrance, Commissioners, Paul Daelemans, Daniel Harrington joined at 7:04, Kathleen Sexton, Jaky Van Doo, Dayna Krukowski

Absent: Julia Hall

Staff Present: Administrative Specialist Lori Gilman

Motion by; Kirsten Sonnevile-Douglass, supported by Leslie Clark to excuse Julia Hall from the May 11th, 2022, meeting.

Ayes: Unanimous **Nays:** None

Motion Carried

PUBLIC COMMENTS NON-AGENDA ITEMS ONLY:

None

APPROVAL OF AGENDA

Motion by; Kirsten Sonnevile-Douglass, supported by Leslie Clark.

Ayes: Unanimous **Nays:** None

Motion Carried

APPROVAL OF MINUTES

Financial Report: Leslie Clark reported that the Tree lighting still had a deficit, and the Egg Hunt had a surplus of 69.06, with a recommendation to use the surplus to pay the deficit of the Tree lighting.

Motion by: Leslie Clark, supported by Paul Daelemans to make a resolution to pay the deficit of the Tree lighting party with the 69.06 surplus of the Egg Hunt event.

Roll Call Vote: Kirsten Sonnevile-Douglass Y, Leslie Clark Y, Robin LaFrance Y, Paul Daelemans Y, Daniel Harrington Y, Kathleen Sexton, Jaky Van Doo, Dayna Krukowski.

Motion Carried

Motion by: Leslie Clark, Kirsten Sonnevile-Douglass to approve the financial report as amended. Note: Kirsten Sonnevile-Douglass stated that Team Keego donated 1,500.00 to the Memorial Day Parade.

Ayes: Unanimous **Nays:** None

Motion Carried

NEW BUSINESS

Boards and Commission's Handbook

Administrative Specialist Gilman and Mayor Pro Tem Lampl presented handbooks for the Parks and Rec commissioners, gave a brief discussion, and gave each Board Member a form to be returned stating they read the handbooks.

Administrative Specialist Gilman explained that Board Member terms will start in March to coincide with elections.

Sound System Explanation: Robin LaFrance explained the various steps to setting up, packing up, and the functions of the sound system, with the use of the wireless mics and Bluetooth. It was noted to keep a power strip and USB cords with the system.

OLD BUSINESS

Recreation Master Plan: Leslie Clark explained the results of the survey to the commissioners with spread sheets of the results and advised them to read and digest the results to move forward with the Recreation Master Plan. A plan to have a paper survey on hand at the Block Party to collect more data and to submit to city council input to set goals and objectives.

City Parks Inspection Reports and Repairs: Leslie Clark explained the results of inspection the parks, equipment, and grounds. She presented a spreadsheet of 3 categories of repairs needed by level of difficulties. Some discussion on what would have to be done by DPW, and other items by Parks and Rec, and some would need grant monies. Special projects: move the merry go round, remove dead Douglass Fir tree.

Community Garden Update: Paul Daelemans reported that the beds were all filled with dirt, and some were planted with seeds coming up. The new planter box was built and filled at Hester Court Park with the leftover dirt from the community garden with help of Julia Hall.

Memorial Day Parade: Kirsten Sonnevile-Douglass presented the schedule for the day of the parade with the service at the "Rock" 9:30am, parade to follow at 10:00am. Discussion on volunteers for stage décor, sound system, sign placement, bike decorating, staging at Otter St to Beachland. Banner to go first, followed by the band. A need for cones for the staging area. A new rope was placed for the flag. There are 19 participants. The side streets to be closed at 10am and opened after the parade. A "Splash" interview to be schedule for the parade and for the community garden.

Keego Harbor Block Parties: Kirsten Sonnevile-Douglass reported that there are 2 bands and 2 food trucks line up for the Block Parties.

Board Member Comments: Paul Daelemans brought a discussion of an anonymous tree donor with a specific request for 2 apple trees to be added to the Cass Lake rd. boulevard. It will be investigated.

ADJOURNMENT:

Chairperson Sonnevile-Douglass adjourned with motion at 8:46PM.


Kirsten Sonnevile-Douglass, Chairperson


Robin LaFrance, Recording Secretary

Signature on File at City Hall